Guidance on Granting NASA Interns
NASA Enterprise VPN Accounts
March 16, 2020

Background

The Center NAMS workflows for general teleworker provides full access to the NASA internal network without restrictions via a virtual private network (VPN). VPN accounts should not be granted indiscriminately and require diligence to verify and assess users' requirements and NASA threat posture.

The Center NAMS workflows for NASA Center general teleworker account requests are configured to trigger a WARNING (not REJECTION) when users' Level of Confidence (LOC) is below 35. This warning requires approvers to further assess and determine if risks are mitigated to an acceptable level to grant access. If the need is valid, and the risk to NASA are sufficiently mitigated, the request MAY be approved overriding the warning.

If you have questions, please contact your Center CISO Office. See:
https://inside.nasa.gov/ocio/content/nasa-center-chief-information-security-officers-cisos-and-assessment-and-authorization

Situation

Recent events, to include the COVID-19 pandemic and the onboarding of any remote access user including NASA interns, may result in an influx of VPN account requests using the Center NAMS workflows for center general teleworker VPN accounts. During this influx, approvers are reminded that device security mitigates, but does not eliminate user-introduced risk. To reinforce this premise and in accordance with NASA IT Policy, personally owned or unauthorized devices will continue to _not_ be permitted to connect to the NASA internal network.

The following scenarios serve as reminders for approving VPN accounts using the Center NAMS workflows for general teleworker;
- Partners without NASA authorized IT equipment will request VPN access using the Partner profile NAMS workflow
- Foreign Nationals (FN) are not authorized for general teleworker VPN accounts

General teleworker profiles give a broad nearly unrestricted access to the NASA network that not all users are authorized to have. As a reminder, all general teleworker account requests should be verified that the correct VPN profile is requested or a PulseSecure account is more appropriate for the specified use case requested. This would typically include partner and foreign national requests.

Intern Specific Guidance for VPN Accounts

NASA has a very robust and diverse intern program. With the approval of their mentor interns may telework. The following business rules apply to interns whom seek a VPN account using the Center NAMS workflows for general teleworker;

- NASA Intern VPN requests need to be entered NAMS. Bulk uploads will <u>not</u> be processed at this time
- NASA Interns that are foreign nationals (FN) VPN account requests will <u>not</u> be authorized at this time
- NASA Interns must adhere to all NASA Telework, VPN, and Center Telework Policies
- NASA Interns must have a Level of Confidence (LOC) greater than or equal to 30
- NASA Interns must have a valid Agency Smart Badge (ASB) or Personal Identity Verification (PIV) card
- NASA Interns must be provided a NASA authorized IT Device (no personal devices authorized)
- NASA Interns must complete Enterprise IT, Telework, and VPN access training within Satern
- NASA Interns with Provisos and/or an Access Control Plan should <u>not</u> be provided General Teleworker Access:
    - **Provisos** are standard clauses that impose a qualification, condition, or restriction for a Foreign National during their affiliation with NASA. Foreign National approvers select appropriate provisos during the on-boarding or off-cycle approval processes
    - **Access Control Plans** (ACPs) are used to track all physical and logical assets that a foreign national identity can access during their affiliation with NASA. Assigned ACPs are a list of NAMS assets that will not require additional Foreign National approvals at request, while those assets in the Addendum ACP were provisioned to the individual's profile after additional Foreign National approvals during the NAMS asset provisioning process.